



# HMRC Customs Declaration Service (CDS)

The UK customs authority HMRC is closing its Customs Handling of Import Freight (**CHIEF**) system and is being replaced by the Customs Declaration Service (**CDS**) as the new single customs clearance platform.

Import declarations close on **CHIEF 30th September 2022** and services will be completely withdrawn.

## What's the difference?

Essentially, this is a move from using paper-based rules on CHIEF to data processing rules on CDS. For declarations, 'Boxes' in CHIEF are being replaced with 'Data Elements' in CDS. While boxes and data elements perform similar functions, they are not 'like for like'. In CHIEF, up to 68 boxes are completed for imports, in CDS, we may need to complete up to 76 data elements.

There is no 1-2-1 correlation between CHIEF CPCs and CDS Procedure Codes (PCs) / Additional Procedure Codes (APCs). CHIEF CPCs are unique to a goods item whereas CDS PCs / APCs are multiple, interchangeable combinations depending on circumstances.

## Data requirements

CDS entails a high level of accuracy and mandatory key data elements must be provided to avoid unnecessary delay in clearing shipments.

The My Orion datasheet must be completed as per CDS data requirements:

1. **ADDRESS:** Exporter, Seller, Buyer Address must be formatted correctly  
EXPORTERSTREET  
EXPORTERCITY  
EXPORTERPOSTCODE  
EXPORTERCOUNTRY
2. **BAGBOXCODE** - Clear markings on each individual receptacle (Bag, Box, Carton) must be present to clearly identify contents in case of customs inspection.
3. **NOOFBOXBAGS** – Number of receptacles must be provided for each **B2B** shipment commodity
4. **HAWB** - 8 characters, no special characters allowed, the HAWB can be alpha numeric "**ABC12345**"
5. **MAWB** - Transportation Mode and last 8 characters of Master as follows, total of 12 characters including dash "-" must be provided:
  - **AIR** - **125-12345678**
  - **ROAD** - **TRK-12345678**
  - **MBL** - **SEA-12345678**
6. **Send to Admin** – It's imperative that data is transferred prior to shipment arrival at port, below rules are applicable:
  - **AIR** - **12-24 Hours** before shipment arrival at airline shed
  - **ROAD** - **1 Week** before shipment arrival at port
  - **SEA** – **1 Week** before shipment arrival at port

My Orion triggers an automated pre-alert upon "Send to Admin", however, please ensure all supporting documentation is sent via email as backup in case of any system issues.

7. **ETA** – please provide an estimated time of "Arrival" in Draft Pre-Alerts before "Send to Admin" 31/08/2022 10:00

### My Orion Data Exchange (Datasheet)

The datasheet is essentially a collection of data that together constitutes a commercial invoice, the datasheet therefore functions as a transition between commercially generated shipment data and the customs declarations used in the import process.

The below data elements are mandatory and drive the auto generated declaration manifests which are submitted to CDS to clear and release shipments:

Orion Data Element	Description	Date Type / Restriction
LINENUMBER	Mandatory. Must be numeric and individual for each row 1 – XXXX	Integer
ORIGAIRPORT	Air - 3 letter IATA Airport code e.g., "HKG" / Sea - 5 letter seaport code e.g., "CNYTN"	A.5
DESTAIRPORT	Air - 3 letter IATA Airport code e.g., "LHR" / Sea - 5 letter seaport code e.g., "GBFXT"	A.5
FLIGHTNO	Carrier number "BA125"	C.100
ETA	Estimated Data / Time of Arrival	DD/MM/YYYY / 00.00
MAWBNO	MBL, MAWB, MRN number	AN.12
MAWBWEIGHT	MBL, MAWB, MRN weight in Kilos as per Master	N.16.2
DATEOFEXPORT	Shipment Date	DD/MM/YYYY
VENDOR	Final mile delivery vendor	C.100
TRACKINGNUMBER	Final mile vendor consignment number if available	C.30
CUSTOMERSHIPMENTID	Mandatory, enter a unique shipment reference	C.30
SKU	DDP	A.3
ORIGINCOUNTRY	Alpha-2 letter country code e.g., "CN"	A.2
GOODSDESCRIPTION	Enter a description of the goods which is specific enough to allow the unambiguous identification, classification, and examination of goods	C.512
COMMODITY	Imports they form a single, 10-digit commodity code	N.10
PROCEDURE	B2B - "COM" / BIRDS - "BLANK" <£135 / Printed Matter - "PM"	COM, PM Or Blank for BIRDS
GROSSMASS	The total weight of the goods carried, including all packaging	N11.2
NETMASS	The total weight of the goods carried, excluding all packaging	N11.2
QUANTITY	Number of commodity items	N11.2
CURRENCY	3 Letter declared currency code e.g., "GBP"	A.3

UNITPRICE	Commodity unit price	N.10.2
TOTALVALUE	Total Commodity Value	N.10.2
EXPORTEREORI	Economic Operators Registration and Identification number "EORI"	AN.17
EXPORTERNAME	Exporter registered Business name	C.70
EXPORTERSTREET	Exporter registered Business Street Address	C.70
EXPORTERCITY	Exporter City	C.35
EXPORTERPOSTCODE	Exporter Post Code if applicable	C.9
EXPORTERCOUNTRY	Exporter Country - IATA 2 letter country code "CN"	A.2
SELLEREORI	Economic Operators Registration and Identification number "EORI"	AN.17
SELLERNAME	Seller registered Business name	C.70
SELLERSTREET	Seller registered Business Street Address	C.70
SELLERCITY	Seller City	C.35
SELLERPOSTCODE	Seller Post Code if applicable	C.9
SELLERCOUNTRY	Seller Country - IATA 2 letter country code "CN"	A.2
BUYEREORI	Economic Operators Registration and Identification number "EORI"	AN.17
BUYERNAME	Buyer registered Business name	C.70
BUYERSTREET	Buyer registered Business Street Address	C.70
BUYERCITY	Buyer City	C.35
BUYERPOSTCODE	Buyer Post Code - Mandatory for UK address	C.9
BUYERCOUNTRY	Buyer Country - IATA 2 letter country code "CN"	A.2
CUSTOMERDEFINED1	Customer defined free text field e.g., Email / Telephone Number	C.200
CUSTOMERDEFINED2	Customer defined free text field e.g., Email / Telephone Number	C.200
HAWBNO	8-digit alpha numeric e.g., "ABC12345"	AN.8
CONTAINERNO	Container number if applicable as per MAWB, MBL	AN.50
NOOFBOXBAGS	Number of receptacles e.g., BOX, CARTONS, BAGS, TRAYS	N.16.2
BAGBOXCODE	Clear markings to identify receptacle in case of customs inspection	AN.50
NOOFPALLETS	Number of pallets	N16.2
PALLETCODE	Clear markings to identify pallet in case of customs inspection	AN.50
ROUTINGCODE	Unique Orion generated routing code to identify handover vendor e.g., GTW-HERM-123 (Hermes Parcelnet Ltd)	System Generated
FORMATTYPE	<b>N/A - Please ignore</b>	
ISLABELPRINTING	<b>N/A - Please ignore</b>	

## Data Type Definitions

I – integer (0-9)

C – any character

A – alpha characters only (A-Z)

N – numeric characters (0-9)

The adjacent number defines the maximum number of occurrences (i.e., C30 would mean any combination of characters up to a maximum of 30; AN17 would be any alpha and numeric characters up to a maximum of 17).

Decimal values are represented, for example, as N10.2. This would mean up to 10 numbers before the decimal place and up to 2 after. Therefore, in this example the maximum value is 999999999.99

## Error Messages

If incorrect data or missing mandatory information is identified, My Orion will trigger an error report:

## Manual Data Upload

Please download the report, correct incorrect data elements and re-upload.

### Datasheet Manual Upload

**Customer :**

Total Records : - 1410  
Imported Records : - 0  
Failed Or Duplicate Records : - 1410






There are 1410 records for correction, DownLoad from here.

The below example has incorrect Buyer Street (only 70 characters allowed) and missing UK Postcodes.

ErrorMsg
Error while processing the values in the columns BUYERSTREET: The BUYERSTREET address is required and maximum characters allowed is 70, BUYERPOSTCODE: The BUYERPOSTCODE is required please enter a valid UK postcode

## SFTP Data Transfer

The SFTP data exchange scheduler is set to transfer related shipment data hourly, upon successful transfer Orion triggers an automated pre-alert, if the auto pre-alert has not been triggered, please check the “out” folder to ensure that the Excel data sheet is present.

/DataSheet/DataSheetProduction/	
Name	
 ..	
 Out	
 Logs	
 In	
 Error	

/DataSheet/DataSheetProduction/Out/	
Name	Size
 ..	
 TEST 125-XXXXXXXX	7 KB

If the Excel datasheet is not available, please check the “Error” folder and if an error report has been generated, please correct datasheet and re-upload.

/DataSheet/DataSheetProduction/Error/	
Name	Size
 ..	
 20201103111120.csv	5 KB
 20201014081050.csv	6 KB

This example has given an error message “Routing Code not assigned for this customer”

ErrorMsg
Routing Code not assigned for this customer

### **Import Declaration Report (C88/E2)**

CDS declarations are based on different legislation to those in CHIEF. This new legislation mandates that all communication between trade and customs is electronic and therefore paper copies of declarations are not required.

However, it is recognised that importers and exporters at least – on whose behalf declarations are made by forwarders – will still want to see details of those declarations made in their name or on their behalf. For CHIEF declarations that requirement was usually satisfied with a 'paper' copy of the **C88** (the data declared) and the CHIEF **E2** (Entry Acceptance Advice) response.

Whilst the legislation does include provision for paper-based declarations, this is based on the existing Single Administrative Document (SAD) on which the C88 is based. That 30-year-old static layout does not accommodate all the data potentially required in a CHIEF import declaration, let alone a CDS-compliant one. HMRC have also declined to provide a recommended layout for a document to replace the E2.

For that reason, most software developers represented by the Association of Freight Software Suppliers (AFSS) collaborated in producing a single document that would replace both the C88 and E2 documents.

The layout takes elements of the existing SAD layout where possible to provide familiarity and consistency with existing (CHIEF) documentation. Each box containing data has the SAD box number, the name of the data included and the data element number(s), for example [14] Declarant [3/17]

The first 'page' (the header layout) also includes provision for a summary of the response data (previously included on the E2 report), including the latest status of the declaration as well as the revenue associated with it.

Therefore, this layout is intended to be used as a single output to replace a combination of C88 and E2.

## CDS Import Declaration Report layout

<b>Import</b>				[1] Declaration [1/1]   [1/2]		MRN:	
[3] Forms [1/4]		[5] Items [1/9]		[6] Total packages [6/10]		[7] Reference [2/4]	
[2] Exporter [3/1]		No [3/2]		[2] Seller [3/24]		No [3/25]	
[8] Importer [3/15]		No [3/16]		[8] Buyer [3/26]		No [3/27]	
[14] Declarant [3/17]		No [3/18]		[14] Representative [3/19]		No [3/20]	
[15a] Dispatch country [5/14]		[17a] Destination country [5/8]		[14] Representative status [3/21]			
[18] Arrival transport [7/9]				[20] Delivery terms [4/1]			
[21] Border transport nationality [7/15]		[19] Ctr [7/2]		[22] Invoice total [4/10] [4/11]			
[25] Border transport mode [7/4]		[26] Inland transport mode [7/5]		[23] Exchange rate [4/15]		[24] Nature of transaction [8/5]	
[30] Location of goods [5/23]		[35] Gross mass [kg] [6/5]		[27] Place of loading [5/21]			
[31] Container numbers [7/10]		[40] Simplified declaration/Previous documents [2/1]		[45] Additions and deductions [4/9]			
[44] Authorisation Holders [3/39]		[44] Additional Fiscal References [3/40]		[44] Additional Supply Chain Actors [3/37]			
[32] Item No [1/6]							
[31] Packages – number [6/10], kind [6/9] and shipping marks [6/11]				[31] Description of goods [6/8]			
[33] Commodity [6/14] TARIC code [6/15]		EU add. code(s) [6/16]		National add. code(s) [6/17]		[15a] Dispatch country [5/14]	
						[17a] Destination country [5/8]	
[37] Procedure [1/10]		Add. procedure code(s) [1/11]		[34a] Origin country [5/15]		[34b] Pref. origin country [5/16]	
				[35] Gross mass [kg] [6/5]		[36] Preference [4/17]	
[40] Simplified declaration/Previous documents [2/1]				[38] Net mass [kg] [6/1]		[39] Quota [8/1]	
				[41] Suppl. Units [6/2]		[43] Valn. Method [4/16]	
				[42] Item price [4/14]		[45] Valuation Ind [4/13]	
				[46] Statistical value [8/6]		[24] Nature of trans. [8/5]	
[44] Documents, certificates and authorisations [2/3] Code Id and part Status Reason Issuing authority Validity date Units Quantity							
[44] Additional information [2/2] Code Description							
[47] Calculation of taxes							
Type [4/3]	Tax base [4/4]	Meas Unit	Tax rate [4/5]	Curr	Payable amount [4/6]	MoP [4/8]	Deduct (relief) amount
					Total tax assessed [4/7]		
Acceptance date/time				Tax type		Amount	
Declaration status							
Status date/time							
						Total	
[44] Office of presentation [5/26]				[44] Supervising office [5/27]		LRN [2/5]	
[52] Guarantee Type [8/2] [Reference [8/3] [Other reference [Access code [Curr] Amount] Office				[48] Deferred payment [2/6]			
				[49] Identification of warehouse [2/7]			
				[54] Place and date			
				Signature and name of declarant/representative [1/8]			

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